

**University of North Texas, School of Information and Library Sciences**

**University of Texas**

**PO Box 311068**

**Denton, TX 76203-1068**

Title: "Rio Grande Initiative: a Partnership to Educate Librarians along the U.S.-Mexico Border"

## RIO GRANDE INITIATIVE ABSTRACT

In public and academic libraries along the 1300-mile U.S.-Mexico border, the cry is the same: "Send us librarians who will stay". The libraries have openings for professional librarians, but they are often frustrated in their recruitment efforts. Even when a librarian from another part of the nation does accept a position, they often stay for a year or two, and then leave. The border culture is different and they do not feel at home.

Meanwhile, the five 4-year universities in these border communities are graduating a significant number of students from their undergraduate programs who are not finding jobs in their fields in the place they call home. They must leave their community to go to a very different place to find a professional position.

This grant proposal brings together the need for professional librarians and the need of local graduates to find employment in a professional field. Twenty local bilingual students with bachelor's degrees will be recruited to complete their Master's Degrees in Library Science while serving as "professionals in training" in the partner libraries. They will work with and be mentored by professional librarians in their workplace. After they have received their Master's degrees, the ALA-accredited MLS graduates will be encouraged to either continue working for the partner library or will be assisted in finding employment at another of the 45 border public and academic libraries with vacancies.

The grant will pay for the students' tuition and fees for their full 36semester-hour Master's Degree at the University of North Texas. It will also provide \$10,000 of the librarian-in-training's salary to the partnering library, to be matched or exceeded through local appropriated funds being held to fill the vacant positions. The partner library will provide fringe benefits based upon the student's total salary.

The students will begin their Master's program as a cohort at the SLIS web institute in Houston in January, 2005. This first institute will be taught by the Dean of UNT SLIS and Dr. Ana Cleveland. Dr. Ana Cleveland, who is bilingual, will also serve as the academic advisor to the students in the cohort. After the four-day institute, they will return home to their border community to complete their coursework online. Each semester, the Rio Grande cohort will come together at a web institute in Houston or a colloquia held in one of the border libraries. Their travel and housing expenses for these gatherings will be paid by the grant. In December, 2006, they will graduate at a special commencement in a border community, so their friends and family may be present.

The goals of this grant are to educate and prepare bilingual professional librarians to fill vacancies in public and academic libraries along the U.S. Mexico border and to provide professional employment for the unemployed or underemployed college graduates of this area.

Through tuition reimbursement and scholarships, it is anticipated that this program will continue beyond the grant completion date.

## **Rio Grande Initiative Narrative**

### **Impact:**

"Send us librarians who will stay" has been the cry of academic and public library directors along the 1300-mile Rio Grande River border between the United States and Mexico. (see map on Attachment 1). From Port Isabel, Texas to Las Cruces, New Mexico, libraries are facing the same problem...unfilled professional positions. Each of the partner libraries in this grant application has from 1-6 current professional vacancies that remain unfilled due to the lack of qualified and interested applicants.

The positions are budgeted and the libraries are recruiting, but when someone is hired from outside the border area, they frequently do not stay. The recruiting process is very expensive for the border libraries, as librarian candidates must be brought in from other parts of the country at great effort and expense. When hired, they frequently have difficulty adjusting to the border culture and may only stay in their positions for one or two years. Some professional positions have been unfilled for years.

This Rio Grande Initiative will recruit 20 bilingual graduates from the five four--year colleges and from support personnel currently employed in academic and public libraries in these 14 border counties in the two states of Texas and New Mexico. The recruits will be matched with and placed in 20 unfilled professional-in-training library positions in partnering border academic and public libraries while they are obtaining their Masters degrees in Library and Information Sciences from the University of North Texas.

The students will go through the Master's program as a cohort, taking courses together during the first year, then diversifying into courses that reflect their areas of specialization during the second year. At the end of two years, they will have their Master's Degrees and will be permanently placed in professional positions in the border libraries. During their two-year placement, they will be mentored by local professional librarians who will monitor their work and encourage their educational progress.

Because these 20 new librarians currently live in the border communities where the professional positions are unfilled, they will most likely continue to live and work in these communities after graduation from the Master's program.

### **Diversity:**

Texas is the 2nd largest state and the 4th most diverse state in the nation. It is second in Hispanic population after California (approximately 6.7 million). 32% of the population of Texas is Hispanic. By 2040, it is projected that 59.1 % of Texans will be Hispanic. New Mexico currently has a Hispanic population of 42%. \*1

<sup>1</sup> Murdock, Steve. Testimony to Joint Select Committee on Higher Education at Texas State Capitol, November 18, 2003. Dr. Murdock is in the Department of Rural Sociology, Texas A&M University.

## **Rio Grande Initiative**

"Dr. Steve Murdock suggested that there is no factor more important than increasing the socio-economic status of our non-Anglo populations. This will have to be achieved primarily through increasing the participation rates of this population in our higher education system."

Because 78.3% of the population of the 14 border counties speaks Spanish at home, the participants chosen as recipients of these grant scholarships will be bilingual. (See Attachment 2 for Border demographics)

When the professional librarians-in-training are placed in the public and academic libraries, they will be able to communicate with and meet the needs of the Spanish-speaking population, which does not traditionally use public or academic libraries if there are language barriers.

UNT-SLIS faculty members and border librarians who are Hispanic and bilingual will be advisors and mentors to the 20 graduate students.

### **Design:**

The initial impetus for this project came from three unrelated contacts between three of the UNT-SLIS faculty and three border librarians over one weekend in early November, 2003. Dean Philip Turner was recruiting students in the Laredo area and was made aware of the large number of unfilled positions in that position. Dr. Herman Totten was at an ALA committee meeting with Norice Lee of New Mexico State University in Las Cruces and sent back a message that we needed to contact her about recruiting potential students in her area. Meanwhile, John Hawthorne at the University of Texas at Brownsville contacted Dr. Arlita Hallam about providing graduate library education for a group of potential librarians he had identified in the Brownsville area. In a conference call with Mr. Hawthorne and through e-mail contact with Ms. Lee, it was decided that UNT-SLIS should lead the effort to put this initiative together for the benefit of the entire border region.

Forty-five public and academic libraries serve the communities along the U.S.-Mexico Border between Port Isabel, Texas on the Gulf of Mexico and Las Cruces, New Mexico. They include the major cities of Brownsville, Harlingen, Edinburg, McAllen, Laredo, Del Rio, El Paso, and Las Cruces. The total population of the area is 2.1 million people.

The 45 libraries were invited to become partners in the Rio Grande Initiative and to identify unfilled professional librarian positions on their staff that could be filled with recipients of this grant/scholarship. As partners, these libraries will contribute a minimum of \$10,000 per year for two years as salary and will pay full-time benefits which are normally available to their employees. They will also provide an MLS degreed mentor for the student and a member for the Rio Grande Initiative Advisory Board. The students will be given released time to attend required meetings of their cohort.

## Rio Grande Initiative

Ten libraries submitted partnership statements in response to the invitation with a commitment to provide twenty professional-in-training positions and matching funds for salaries and benefits totaling more than \$500,000. Other library partnership forms are in process. The partners agreed to provide mentors and advisors for the students participating in this project.

The current partner libraries are: (See Partnership Statements in Appendix D)

Texas A&M International University, Laredo, Texas (at least 1 student)  
New Mexico State University, Las Cruces, New Mexico (1 student)  
University of Texas - Pan American, Edinburg, Texas (at least 1 student)  
University of Texas -Brownsville, Brownsville, Texas (up to 6 students)  
University of Texas - El Paso, El Paso, Texas (at least 3 students)  
South Texas Community College, McAllen, Texas (2 students)  
Thomas Branigan Memorial Library, Las Cruces, New Mexico (1 student)  
Brownsville Public Library, Brownsville, Texas (up to 3 students)  
Speer Memorial Library, Mission Texas (2 students)  
Weslaco Public Library, Weslaco, Texas (2 students)  
Total positions for students: 22

The five four-year universities in these border communities are graduating students who are frequently unable to find professional-level positions in their field of study in their communities. This initiative will provide opportunities for some of these students to continue their education toward professional positions that are available in their communities. For example, data from New Mexico State University revealed that 63.85% of their Spring, 2003 graduating students had not yet received job offers. The greatest numbers of unemployed graduates were in Business and Arts and Sciences.

Only 9.3% of the population of the U.S.-Mexico border area has a bachelor's degree compared with 15.6 % in Texas. There is a 10.7% unemployment rate in this area compared with a Texas-wide unemployment rate of 6%.

Some bachelor-level graduates are already working in libraries in support staff positions; others have taken other jobs that may not require their undergraduate skills and knowledge. The participants for the Rio Grande Initiative will be recruited from this baccalaureate graduate pool.

As soon as the grant is announced, the process of recruiting students for the cohort will begin. Each of the 45 libraries along the U.S. - Mexico Border will be sent a recruitment packet and will be asked to publicize the program as well as the upcoming recruiting visits. Teams consisting of two of the project investigators and the project coordinator will visit the partner universities to meet with seniors. They will also hold information sessions at the participating libraries.

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A Web page detailing the project will be created and linked off of the School's home page. A database of potential students will be created and maintained. This database will be used to manage the mailings to the potential students as well as follow-up emails and phone calls.

### **Management Plan:**

The 20 graduate students from this initiative will go through the Master's program at the University of North Texas School of Library and Information Sciences as a cohort. In order to be a member of the cohort, each student will need to be selected for a professional-in-training position and be admissible to the Master's program. The supervisor of the professional-in-training will serve as a mentor. The program will begin with a meeting of the advisor, mentors and students at a location in the Border area, perhaps as a holiday social gathering hosted by one of the partner libraries.

In January, 2005, the students will formally begin study for their Master's Degree in Library or Information Sciences as part of a cohort of new UNT-SLIS students meeting at the UNT SLIS partner site at the University of Houston. As part of this four-day Web Institute (see Attachment 3), they will be introduced to the university, SLIS faculty, and other new students from around the world who are beginning their Master's degrees at the same time.

Their first two courses will be Master's program Core courses, SLIS 5000 - Introduction to Information Professions, taught by Dean Phil Turner and SLIS 5600 - Introduction to Information Access and Retrieval, taught by Dr. Ana Cleveland, a Hispanic and bilingual faculty member. After four days as part of the Houston web institute, the students will return to their homes and libraries to continue their coursework for these two classes on the web, using WebCT Vista.

In May/June, 2005, the cohort will come together at one of the Border partner universities to meet with faculty and begin their three summer courses. During the summer, they will take SLIS 5080 - Research Methods and Analysis across the ten-week summer term and will take five-week courses, SLIS 5300 - Management in Summer I and SLIS 5685 - Information Resources and Services for Culturally Diverse Communities in Summer II. Border library advisors and mentors will be invited to talk with the students as part of a two-day colloquium.

In Fall, 2005, the 20 students will again participate in a 4-day Web Institute in Houston as they begin SLIS 5200 - Introduction to Information Organization and SLIS 5711 - Internet Applications, Services, and Management for Information Professionals. They will return to their homes and libraries to finish these courses on the Web. At this point, they will have completed the three core courses (SLIS 5000, 5200, and 5600) and will have a total of 21 semester hours of their 36-semester hour degree. Because of

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their work as professionals-in-training, they will have also completed their required fieldwork assignment.

Their next 15 semester hours will be courses that the students select from the 47 online courses offered by the University of North Texas School of Library and Information Sciences (see Attachment 4). The students may wish to pursue Graduate Academic Certificates in Youth Librarianship, Storytelling, or Advanced Management and have those certifications added to their transcripts. They may also want to take additional courses in health informatics, information access services, youth librarianship, cataloging, or Website development. Each student will take two courses (6 hours) in Spring, 2006 and Summer, 2006. In Fall, 2006, they will take one three-semester-hour course and will enroll in Capstone, which is a Leadership Project designed by the student for a library and an outcomes-based written exam covering their Master's coursework and experience.

At the beginning of each semester, the cohort will come together with their advisors and mentors in a colloquium to be hosted by a partnering library. In addition, halfway through each semester, the students will interact with the principals of the grant in scheduled chats using WebCT Vista.

In December, 2006, the cohort will graduate in a special commencement ceremony held in one of the border communities so their families and co-workers can attend and they will also be encouraged to participate in the UNT commencement ceremony in Denton.

During the Fall, 2006 semester, the project manager and Border library advisors will work with the students to find permanent professional positions in Border libraries. It is hoped that the libraries where the students spent the past two years will want to offer them permanent positions, but neither the library nor the student will be obligated to make that commitment at the outset. If the relationship is not to be continued, the grant partners will work to find other placement for those students in Border academic and public libraries with professional vacancies.

### **Budget: (See Appendix B)**

The budget for the entire Rio Grande Initiative is \$1,438,428, with \$790,911 from the IMLS grant and \$647,517 in matching funds contributed by UNT and the partner institutions. The amount requested from IMLS includes \$1,172,252 or 78.7% in student support, with the remaining \$266,176 of the project in non-student support. The project request from IMLS (excluding student support) is 10.5%.

Primary budget components include:

- (1) A two-year annual salary commitment of \$10,000 for each student will be contributed to each partner library, which will match the salary with a minimum of \$10,000 and will provide benefits for the student as a full-time professional-in

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training librarian. Total budget: \$399,875 from grant and \$532,377 from partner libraries = \$932,252.

- (2) Full tuition and fees for a 36-hour Master's program at the University of North Texas School of Library and Information Sciences = \$9,000 per student or a total of \$180,000. The students will provide their own textbooks and connectivity.
- (3) Travel and expenses allotment of \$500 per student for each of six Web Institutes, colloquia and commencement, to be held in Houston or one of the border communities = \$60,000
- (4) 20-hour bilingual project coordinator to manage the project for 28 months = \$84,977
- (5) Travel and expenses of 1 project manager and 3 investigators to participate in recruiting, advising, and meeting with students in 6 colloquia: \$ 14,370
- (6) Travel to IMLS for two partners to attend two meetings in 2004 and 2005: \$8,000 (7) UNT in-kind contribution of 3 investigators' salaries and fringes: \$109,816
- (8) Computer workstation for project manager: \$2,500
- (9) Indirect Costs: \$46,513

### **Contributions:**

Each partner library will contribute a minimum of \$20,000 in matching salary (\$10,000 per year) plus benefits for each professional-in-training. The total contribution from the partner libraries is at least \$530,000.

The University of North Texas School of Library and Information Sciences is contributing the salaries and benefits of the three investigators' who will work with the project. SLIS will provide workspace for the project, provide WebCT access, and will fund the recruiting and access portions of the project.

### **Personnel:**

The project team will consist of the principal investigator, Philip Turner, Dean of the School of Library and Information Sciences and Associate Vice President for Academic Affairs for Distance Education; Arlita Hallam, Associate Dean of the School of Library and Information Sciences; Ana Cleveland, Professor and Director of the Health Informatics Program of the School of Library and Information Sciences; a 20-hour project manager, an advisory board of directors of the partner libraries, and 20 mentors (one for each student).

### **Project Evaluation:**

The project will be evaluated by focusing on the key questions: "How has the program made a difference in the U.S.-Mexico Border Libraries?" and "How have the lives of the new librarians been improved as a result of this initiative?".

The measurable outcomes for this program evaluation are:



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1. Successful completion of the MLS degree for 20 students
2. Employment as a professional librarian in a U.S.-Mexico border public or academic library.
3. Establishment of a future tuition-reimbursement program or internship in the partner libraries.

### **Dissemination:**

The need that this project is addressing is not unique to the Texas/Mexico and New Mexico/Mexico border. Every major city in Texas and New Mexico has similar needs due to rapidly changing demographics and lack of availability of library and information science education. This project will serve as a model, and as such, the need to disseminate both process and results information is crucial. The following methods of dissemination will be employed:

A "neighborhood" in the SLIS Village will be created. The SLIS Village is the virtual student union for UNT SLIS and currently has over 800 student, faculty, staff, alumni, and friends in residence. The Rio Grande Initiative neighborhood will be a location for members of the cohort, mentors, and faculty to communicate throughout the project and for these groups to communicate with the rest of the SLIS Community and with visitors to the SLIS Village. Guest passwords to the SLIS Village are made available upon request and will be featured in information about the project.

Program proposals will be submitted to the Public Library Association (Spring, 2006), the American Library Association (Summer, 2006), the Texas Library Association (Spring, 2006), and the Medical Library Association (Summer, 2006). Articles will be submitted to the Texas Library Association Journal and to American Libraries.

### **Sustainability:**

This goal of this project is to recruit and graduate masters students from the Border Region of Texas and New Mexico who are from the community and will stay in the community. The proposed program pairs professionals-in-training with mentors within the library. It involves two years of opportunities to apply what is learned in the graduate program and to contribute to the program offered by the library.

If this program is successful, two things will occur. First, the library will have the opportunity to gain an experienced librarian with knowledge of the local community. Second, the library will have had the services of an increasingly well-prepared professional-in-training for two years. We believe that, if this happens, libraries along the border will be willing to contribute both the full salary for future professionals-in-training and also contribute toward tuition and other support for the students. Furthermore, success in this project will provide an excellent platform from which a major fund raising campaign can be launched to provide student support for future

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efforts. UNT SLIS has an excellent record of fund raising and would be an enthusiastic partner in such a project.

## Year One (August 1, 2004 – July 31, 2005)

[illegible]

## Rio Grande Initiative

### Completion Schedule

Year Two (August 1, 2005–July 31, 2006)

[illegible]

## Year Three (August 1, 2006–May 31, 2007)

[illegible]

# Project Budget Form

## SECTION 1: DETAILED BUDGET

Year 1 - Budget Period from 08 / 01 / 04 to 07 / 31 / 05

Name of Applicant Organization University of North Texas School of Library and Information Sciences

IMPORTANT! READ INSTRUCTIONS ON PAGES 2.3-2.5 BEFORE PROCEEDING.

### SALARIES AND WAGES (PERMANENT STAFF)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Philip Turner	(1)	See budget justification				
Ana Cleveland	(1)	See budget justification				
Charlotte Thomas	(1)	See budget justification				
Arlita Hallam	(1)	See budget justification				
TOTAL SALARIES AND WAGES \$				35,654		35,654

### SALARIES AND WAGES (TEMPORARY STAFF HIRED FOR PROJECT)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Project Coord. (.5 FTE)	(1)	See budget justification	27,500			27,500
	(2)					
	( )					
	( )					
TOTAL SALARIES AND WAGES \$			27,500			27,500

### FRINGE BENEFITS

RATE	SALARY BASE	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
19.78 % of \$					
25.23 % of \$					
38.80 % of \$					
TOTAL FRINGE BENEFITS \$					See next pag

### CONSULTANT FEES

NAME/TYPE OF CONSULTANT	RATE OF COMPENSATION (DAILY OR HOURLY)	NO. OF DAYS (OR HOURS) ON PROJECT	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL CONSULTANT FEES \$						

### TRAVEL

FROM/TO	NUMBER OF: PERSONS DAYS	SUBSISTENCE COSTS	TRANSPORTATION COSTS	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Denton/Inf Sess (3 ) ( 27 )		2,106	1,800	3,906			3,906
Denton/Houstor (3 ) ( 6 )		1,740	600		2,340		2,340
Denton/Summer (3 ) ( 3 )		810	600	1,410			1,410
Denton/D.C. (4 ) ( 2 )		2,000	2,000	4,000			4,000
TOTAL TRAVEL COSTS \$				9,316	2,340		11,656



# Project Budget Form

## SECTION 1: DETAILED BUDGET

Year 1 - Budget Period from 08 / 01 / 04 to 07 / 31 / 05

Name of Applicant Organization University of North Texas School of Library and Information Sciences

IMPORTANT! READ INSTRUCTIONS ON PAGES 2.3-2.5 BEFORE PROCEEDING.

### SALARIES AND WAGES (PERMANENT STAFF)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
	(1)					
	(1)					
	(1)					
	(1)					
TOTAL SALARIES AND WAGES \$						

### SALARIES AND WAGES (TEMPORARY STAFF HIRED FOR PROJECT)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
	( )					
	(2)					
	( )					
	( )					
TOTAL SALARIES AND WAGES \$						

### FRINGE BENEFITS

RATE		SALARY BASE	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
24.35 %	of \$					
18.65 %	of \$					
	% of \$					
TOTAL FRINGE BENEFITS \$			5,129	8805		13934

### CONSULTANT FEES

NAME/TITLE OF CONSULTANT	RATE OF COMPENSATION (DAILY OR HOURLY)	No. of Days (or hours) on project	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL CONSULTANT FEES \$						

### TRAVEL

FROM/TO	NUMBER OF: PERSONS DAYS	SUBSISTENCE Costs	TRANSPORTATION Costs	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
	( ) ( ) ( )						
	( ) ( ) ( )						
	( ) ( ) ( )						
	( ) ( ) ( )						
TOTAL TRAVEL COSTS \$							

## Project Budget Form

## SECTION 1: DETAILED BUDGET CONTINUED

Year 1

**MATERIALS, SUPPLIES AND EQUIPMENT**

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
PC for Project Coordina	See Budget Justification	2,000			2,000
Recruiting brochures an	See Budget Justification		500		500
<b>TOTAL COST OF MATERIALS, SUPPLIES, &amp; EQUIPMENT \$</b>		2,000	500		2,500

**SERVICES**

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Contract with Partners 1	See Budget Justification	116,620		155,270	271,890
<b>TOTAL SERVICES COSTS \$</b>		116,620		155,270	271,890

**STUDENT SUPPORT (PRIORITIES 1, 2, AND 3)**

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Tuition and Fees for Spr	See Budget Justification	60,000			60,000
Travel stipend for studer	See Budget Justification	20,000			20,000
<b>TOTAL STUDENT SUPPORT \$</b>		80,000			80,000

**OTHER**

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
<b>TOTAL OTHER COSTS \$</b>					

<b>TOTAL DIRECT PROJECT COSTS \$</b>	240,565	47,299	155,270	443,134
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<b>TOTAL DIRECT PROJECT COSTS EXCLUDING STUDENT SUPPORT \$</b>	43,945	47,299	0	91,244
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**INDIRECT COSTS**

Check either item A or B and complete C. (See section on Indirect Costs, page 2.4.)

Applicant organization is using:

- ☐ A. an indirect cost rate which does not exceed 15% of modified total direct costs – may be listed only as cost sharing.
- ☒ B. Federally negotiated Indirect Cost Rate (see page 2.4).

Institute of Museum and Library Services

08/31/04

Name of Federal Agency

Expiration Date of Agreement

C. Rate base(s)

Modified Direct Costs

44.5 %	of \$	43,945	= \$	19,556
%	of \$		= \$	
%	of \$		= \$	

	IMLS	APPLICANT	PARTNER(S) IF APPLICABLE	TOTAL
<b>TOTAL INDIRECT COSTS CHARGED TO</b>	\$ 19,556			19,556



## Project Budget Form

## SECTION 1: DETAILED BUDGET

Year 2 (if applicable) - Budget Period from 08 / 01 / 05 to 07 / 31 / 06

Name of Applicant Organization University of North Texas School of Library and Information Sciences

IMPORTANT! READ INSTRUCTIONS ON PAGES 2.3-2.5 BEFORE PROCEEDING.

## SALARIES AND WAGES (PERMANENT STAFF)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Philip Turner	(1)	See Budget Justification				
Ana Cleveland	(1)	See Budget Justification				
Arlita Hallam	(1)	See Budget Justification				
Charlotte Thomas	(1)	See Budget Justification				
TOTAL SALARIES AND WAGES \$				36,722		36,722

## SALARIES AND WAGES (TEMPORARY STAFF HIRED FOR PROJECT)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Project Coord .5 FTE	(1)	See Budget Justification	30,900			30,900
	( )					
	( )					
	( )					
TOTAL SALARIES AND WAGES \$			30,900			30,900

## FRINGE BENEFITS

RATE	SALARY BASE	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
19.62 % of \$					
25 % of \$					
24.12 % of \$					
TOTAL FRINGE BENEFITS \$					See next page

## CONSULTANT FEES

NAME/TYPE OF CONSULTANT	RATE OF COMPENSATION (DAILY OR HOURLY)	NO. OF DAYS (OR HOURS) ON PROJECT	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL CONSULTANT FEES \$						

## TRAVEL

FROM/TO	NUMBER OF: PERSONS DAYS	SUBSISTENCE COSTS	TRANSPORTATION COSTS	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Denton/Houston	(6) (3)	1,884	600		2,484		2,484
Denton/Spring	(3) (3)	810	600	1,410			1,410
Denton/Summer	(3) (3)	810	600	1,410			1,410
Denton/D.C.	(4) (2)	2,000	2,000	4,000			4,000
TOTAL TRAVEL COSTS \$				6,820	2,484		9,304

# Project Budget Form

## SECTION 1: DETAILED BUDGET

Year 2 (if applicable) - Budget Period from 08 / 01 / 05 to 07 / 31 / 06

Name of Applicant Organization University of North Texas School of Library and Information Sciences

IMPORTANT! READ INSTRUCTIONS ON PAGES 2.3-2.5 BEFORE PROCEEDING.

### SALARIES AND WAGES (PERMANENT STAFF)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
TOTAL SALARIES AND WAGES \$			_____	_____	_____	_____

### SALARIES AND WAGES (TEMPORARY STAFF HIRED FOR PROJECT)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
TOTAL SALARIES AND WAGES \$			_____	_____	_____	_____

### FRINGE BENEFITS

RATE	SALARY BASE	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
38.11 % of \$	_____	_____	_____	_____	_____
18.56 % of \$	_____	_____	_____	_____	_____
_____ % of \$	_____	_____	_____	_____	_____
TOTAL FRINGE BENEFITS \$		5,763	8,974	_____	14,737

### CONSULTANT FEES

NAME/TYPE OF CONSULTANT	RATE OF COMPENSATION (DAILY OR HOURLY)	No. OF DAYS (OR HOURS) ON PROJECT	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
TOTAL CONSULTANT FEES \$			_____	_____	_____	_____

### TRAVEL

FROM/TO	NUMBER OF: PERSONS DAYS	SUBSISTENCE COSTS	TRANSPORTATION COSTS	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	( ) ( )	_____	_____	_____	_____	_____	_____
_____	( ) ( )	_____	_____	_____	_____	_____	_____
_____	( ) ( )	_____	_____	_____	_____	_____	_____
_____	( ) ( )	_____	_____	_____	_____	_____	_____
TOTAL TRAVEL COSTS \$				_____	_____	_____	_____

# Project Budget Form

## SECTION 1: DETAILED BUDGET CONTINUED

Year 2

### MATERIALS, SUPPLIES AND EQUIPMENT

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL COST OF MATERIALS, SUPPLIES, & EQUIPMENT \$					

### SERVICES

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Contract with Partners f	See Budget Justification	199,920		266,205	466,125
TOTAL SERVICES COSTS \$		199,920		266,205	466,125

### STUDENT SUPPORT (PRIORITIES 1, 2, AND 3)

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Tuition and Fees for Fall	See Budget Justification	90,000			90,000
Travel stipends for students	See Budget Justification	30,000			30,000
TOTAL STUDENT SUPPORT \$		120,000			120,000

### OTHER

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL OTHER COSTS \$					

TOTAL DIRECT PROJECT COSTS \$	363,403	48,180	266,205	677,788
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TOTAL DIRECT PROJECT COSTS EXCLUDING STUDENT SUPPORT \$	43,483	48,180	0	91,651
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### INDIRECT COSTS

Check either item A or B and complete C. (See section on Indirect Costs, page 2.4.)

Applicant organization is using:

- ☐ A. an indirect cost rate which does not exceed 15% of modified total direct costs – may be listed only as cost sharing.  
☒ B. Federally negotiated Indirect Cost Rate (see page 2.4).

Institute of Museum and Library Services

08/31/04

Name of Federal Agency

Expiration Date of Agreement

C. Rate base(s)

Modified Direct Costs

44.5 %	of \$ 43,483	= \$ 19,350
%	of \$	= \$
%	of \$	= \$

	IMLS	APPLICANT	PARTNER(S) IF APPLICABLE	TOTAL
TOTAL INDIRECT COSTS CHARGED TO \$	19,350			19,350



## Project Budget Form

## SECTION 1: DETAILED BUDGET

Year 3 (if applicable) – Budget Period from 08 / 01 / 06 to 07 / 31 / 07

Name of Applicant Organization University of North Texas School of Library and Information Sciences

IMPORTANT! READ INSTRUCTIONS ON PAGES 2.3–2.5 BEFORE PROCEEDING.

## SALARIES AND WAGES (PERMANENT STAFF)

NAME/TITLE	NO.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Philip Turner	(1)	See Budget Justification				
Ana Cleveland	(1)	See Budget Justification				
Arlita Hallam	(1)	See Budget Justification				
Charlotte Thomas	(1)	See Budget Justification				
TOTAL SALARIES AND WAGES \$				15,760		15,760

## SALARIES AND WAGES (TEMPORARY STAFF HIRED FOR PROJECT)

NAME/TITLE	NO.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Project Coordinator (.5 F	(1)	See Budget Justification	13,261			13,261
	( )					
	( )					
	( )					
TOTAL SALARIES AND WAGES \$			13,261			13,261

## FRINGE BENEFITS

RATE	SALARY BASE	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
19.52 % of \$					
25.04 % of \$					
23.84 % of \$					
TOTAL FRINGE BENEFITS \$					See next page

## CONSULTANT FEES

NAME/TITLE OF CONSULTANT	RATE OF COMPENSATION (DAILY OR HOURLY)	NO. OF DAYS (OR HOURS) ON PROJECT	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL CONSULTANT FEES \$						

## TRAVEL

FROM/TO	NUMBER OF: PERSONS DAYS	SUBSISTENCE COSTS	TRANSPORTATION COSTS	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Denton/Fall 06	(3) (3)	810	600	1,410			1,410
Denton to D.C.	( ) ( )			4,000			4,000
	( ) ( )						
	( ) ( )						
TOTAL TRAVEL COSTS \$				5,410			5,410

# Project Budget Form

## SECTION 1: DETAILED BUDGET

Year 3 (if applicable) - Budget Period from 08 / 01 / 06 to 07 / 31 / 07

Name of Applicant Organization \_\_\_\_\_

IMPORTANT! READ INSTRUCTIONS ON PAGES 2.3-2.5 BEFORE PROCEEDING.

### SALARIES AND WAGES (PERMANENT STAFF)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
TOTAL SALARIES AND WAGES \$			_____	_____	_____	_____

### SALARIES AND WAGES (TEMPORARY STAFF HIRED FOR PROJECT)

NAME/TITLE	No.	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
_____	( )	_____	_____	_____	_____	_____
TOTAL SALARIES AND WAGES \$			_____	_____	_____	_____

### FRINGE BENEFITS

RATE	SALARY BASE	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
37.47 % of \$	_____	_____	_____	_____	_____
18.48 % of \$	_____	_____	_____	_____	_____
_____ % of \$	_____	_____	_____	_____	_____
TOTAL FRINGE BENEFITS \$		2,451	3,823	_____	6,274

### CONSULTANT FEES

NAME/TITLE OF CONSULTANT	RATE OF COMPENSATION (DAILY OR HOURLY)	No. of DAYS (OR HOURS) ON PROJECT	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
TOTAL CONSULTANT FEES \$			_____	_____	_____	_____

### TRAVEL

FROM/TO	NUMBER OF: PERSONS DAYS	SUBSISTENCE COSTS	TRANSPORTATION COSTS	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
_____	( ) ( ) ( )	_____	_____	_____	_____	_____	_____
_____	( ) ( ) ( )	_____	_____	_____	_____	_____	_____
_____	( ) ( ) ( )	_____	_____	_____	_____	_____	_____
_____	( ) ( ) ( )	_____	_____	_____	_____	_____	_____
TOTAL TRAVEL COSTS \$				_____	_____	_____	_____

# Project Budget Form

## SECTION 1: DETAILED BUDGET CONTINUED

Year 3

### MATERIALS, SUPPLIES AND EQUIPMENT

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL COST OF MATERIALS, SUPPLIES, & EQUIPMENT \$					

### SERVICES

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Contract with Partners for	See Budget Justification	83,335		110,902	194,237
TOTAL SERVICES COSTS \$		83,335		110,902	194,237

### STUDENT SUPPORT (PRIORITIES 1, 2, AND 3)

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
Tuition and Fees for Fall	See Budget Justification	30,000			30,000
Travel stipends for Stud	See Budget Justification	10,000			10,000
TOTAL STUDENT SUPPORT \$		40,000			40,000

### OTHER

ITEM	METHOD OF COST COMPUTATION	IMLS	APPLICANT	PARTNER(S) (IF APPLICABLE)	TOTAL
TOTAL OTHER COSTS \$					

TOTAL DIRECT PROJECT COSTS \$	144,457	19,583	110,902	274,942
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TOTAL DIRECT PROJECT COSTS EXCLUDING STUDENT SUPPORT \$	21,122	19,583	0	40,705
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### INDIRECT COSTS

Check either item A or B and complete C. (See section on Indirect Costs, page 2.4.)

Applicant organization is using:

- ☐ A. an indirect cost rate which does not exceed 15% of modified total direct costs – may be listed only as cost sharing.  
☒ B. Federally negotiated Indirect Cost Rate (see page 2.4).

Institute for Museum and Library Services

08/31/04

Name of Federal Agency

Expiration Date of Agreement

C. Rate base(s)

Modified Direct Costs

44.5 %	of \$ 21,122	= \$ 9,399
%	of \$	= \$
%	of \$	= \$

	IMLS	APPLICANT	PARTNER(S) IF APPLICABLE	TOTAL
TOTAL INDIRECT COSTS CHARGED TO \$	9,399			9,399





# The Rio Grande Initiative

## Budget Justification

### **Principal Investigator**

The principal investigator will manage the overall project. The PI will participate in the information sessions to recruit the cohort of students and will attend two of the institutes.

The PI will teach the first course in the Master's Program sequence and an elective that all of the cohort members will take. The PI will work 12 months of the first contract year, 12 months of the second, and 5 months of the third. (100% UNT).

### **First Investigator**

The first investigator will assist in the creation of recruiting materials, make contact and provide liaison with the library directors and mentors, participate in information sessions to recruit the cohort of students, serve as advisor to the students in the cohort, attend all of the institutes, and assist in placement of the graduates. This investigator will teach one of the Master's Program Core Courses. The first investigator will work 12 months of the first contract year, 12 months of the second, and 5 months of the third. (100% UNT).

### **Second Investigator**

The second investigator will participate in information sessions to recruit the cohort of students, attend two of the institutes, and assist in the placement of the graduates. This investigator will teach one of the courses that all members of the cohort take during their first year. The second investigator will work 12 months of the first contract year, 12 months of the second, and 5 months of the third. (100% UNT).

### **Institute Coordinator**

The institute coordinator provides logistical support to plan, implement, and evaluate the six institutes in which the cohort will participate during the project. The institute coordinator creates and maintains the Web pages that provide a wide array of information to the cohort as well as facilitate day-to-day communications among the cohort and between the cohort and the mentors, SLIS faculty and staff in the SLIS Village. The institute coordinator will work 12 months of the first contact year, 12 months of the second, and 5 months of the third. (100% UNT).

### **Project Coordinator**

The project coordinator will provide direct support to the members of the project team in recruiting and admissions. They will serve as the primary point of contact for the



mentors and the students and will ensure efficient and effective communications among all members of the team. They will assist in maintenance of budget information. The project coordinator will work 11 months of the first contract year, 12 months of the second and 5 months of the third. (100% IMLS).

## **Student Support**

### **Scholarships and Travel Support.**

Each student in the cohort will receive a scholarship for in-state tuition and fees for the program. In addition, each student will be awarded a \$500 stipend to be applied for travel and subsistence for the institute attendance. Total cost for the project: \$240,000 (100% IMLS).

### **Professionals in Training**

Each of the students in the cohort will be matched to a two-year professional-librarian-in-training position in a public or academic library. This will be a full-time position in which they perform a variety of professional-level activities and are mentored by an MLS-degreed supervisor at the library. They will be filling open professional-level positions as children's librarians, reference librarians, etc., which will also provide the students with the UNT-SLIS required field experience component of their degree. IMLS will provide \$10,000 toward the annual salary for the professionals-in-training as a contract with each library. The partner library will contribute a minimum of \$10,000 toward the annual salary plus benefits based on the total salary. The professionals in training will work 7 months of the first contract year, 12 months of the second, and 5 months of the third. Total cost for the project: \$932,252 (IMLS \$399,875; Partners \$532,377).

## **Travel**

There are nine information sessions planned to recruit the cohort. These will take place up and down the U.S.-Mexico border over a five month period. All three investigators and the project coordinator will participate, with one attending each session. For each institute, three members of the team (three investigators and project coordinator) will attend. The attendees will be determined by the program being offered at the institute. Four members of the team will travel to IMLS in Washington, D.C. on two occasions to attend training. Total cost for the project: \$26,370 (IMLS \$21,546, UNT \$4,824).

## **Materials, Supplies, and Equipment**

The project coordinator will be provided with a workstation. As part of the recruiting effort, a brochure will be created describing the program and providing contact information. Total cost for the project: \$2,500 (IMLS \$2,000, UNT \$500).